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HEDS Exploration Technology Planning Process

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HEDS Exploration Technology Planning Process

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1.0 PURPOSE

The purpose of this OWI is to document the process for planning exploration technologies within the HEDS enterprise.

The Associate Administrator (AA) for the Office of Space Flight (OSF) is responsible for maintaining this document. The controlled version of the manual is available on the world wide web (WWW) via the HQ ISO 9000 Document Library for the ISO 9000 QMS at <http://hqiso9000.hq.nasa.gov>. By definition, any printed version of this OWI is uncontrolled. Any proposed revision to this manual is submitted by the AA for OSF or his designee. The AA for OSF or his designee, authorizes approval of the revision after an internal review by the Document Control Board.

2.0 SCOPE

This OWI prescribes the process used by personnel within the NASA Headquarters, HEDS enterprise to develop and plan for exploration technologies.

3.0 DEFINITIONS

HEDS - Human Exploration and Development of Space, one of NASA's four Strategic Enterprises. It is comprised of the Office of Space Flight and the Office of Life and Microgravity Sciences and Applications.

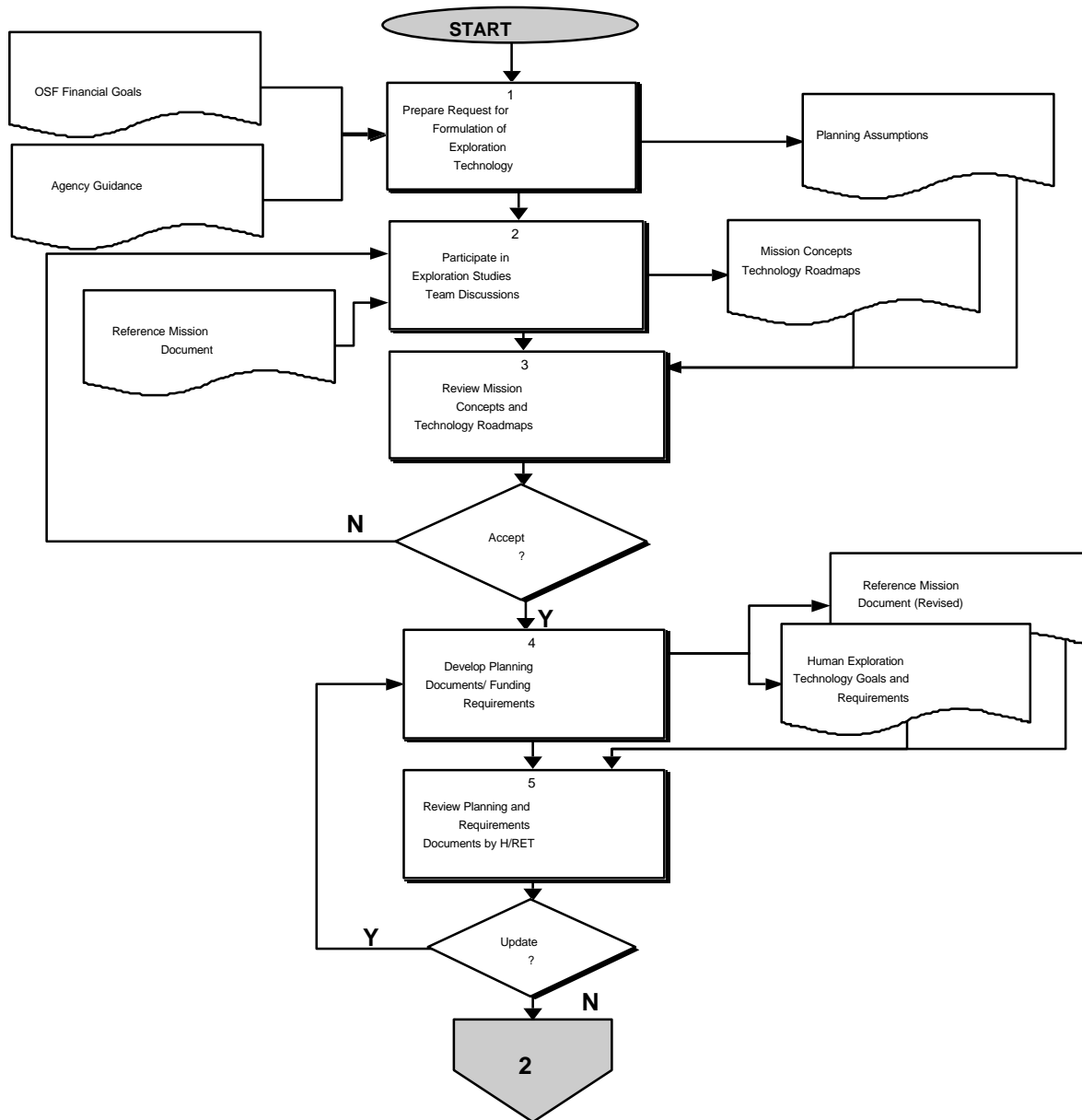
4.0 REFERENCES

NASA Strategic Plan	NPD 1000.1
HEDS Strategic Plan	Latest Revision
Design Reference Mission Document	NASA SP 6107
Design Reference Mission Document Addendum	JSC EX13-98-036
Human Exploration Technology Goals and Requirements Document	Latest Revision
Headquarters Quality System Manual 1200.A.1	HQSM

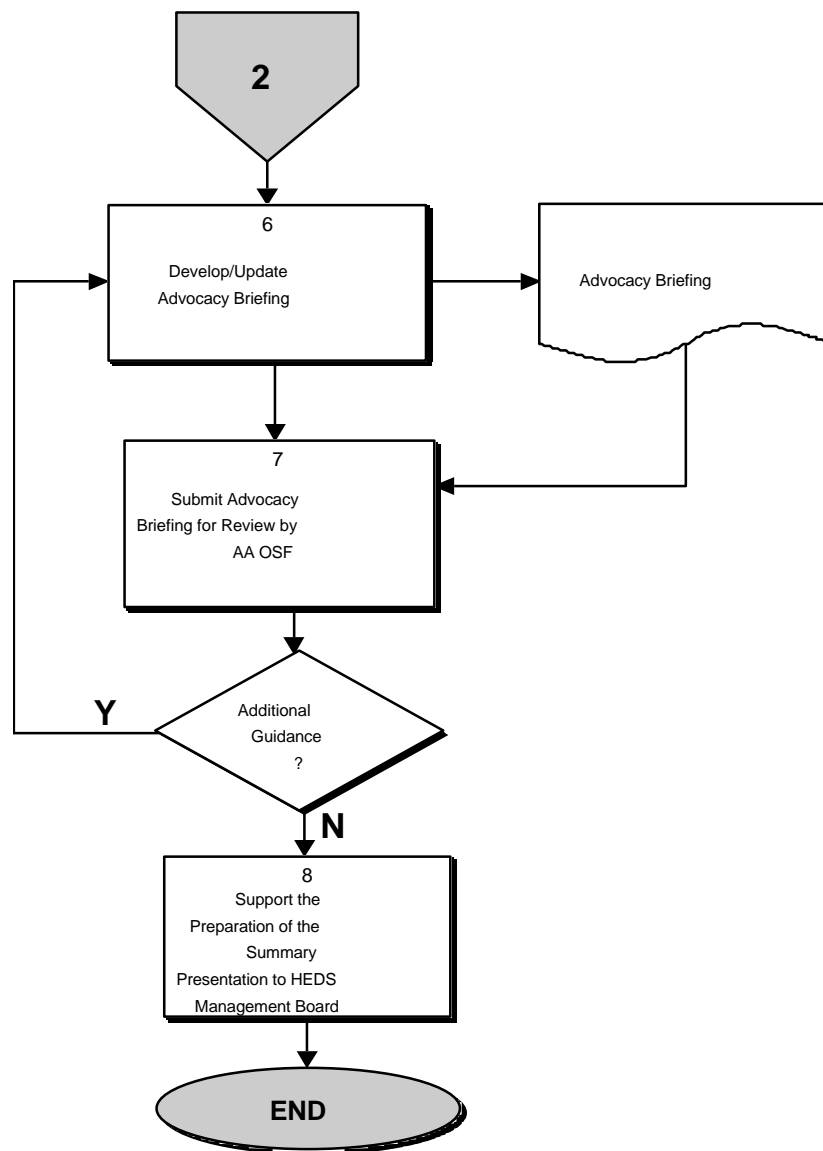
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5.0

FLOWCHART



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6.0 HUMAN EXPLORATION TECHNOLOGY PLANNING PROCESS STEPS

The planning process and budgeting for human exploration technologies is accomplished by the HEDS enterprise at NASA Headquarters. This process includes interaction with the NASA centers to develop the plans, priorities and budgets. The following table includes the reference to the process flowchart included in Section 5.0 of this document, the designated actionee responsible for each process action, and an explanation of the action required to progress the process to its completion.

Flowchart

Reference	Actionee	Action
1	Code MP	Prepare a request for formulation of an exploration technology plan using OSF financial goals and Agency guidance. The request is forwarded to NASA centers, specifying the planning assumptions to be used in identifying requirements.
2	Code MP	Participate, with the NASA centers, in the discussions and meetings to identify technology requirements. The current Reference Mission Document and Addendum serve as the point of departure. The Exploration Office at JSC leads mission studies and integrates other center input. Products are mission requirements, and technology roadmaps.
3	Code MP	Review integrated response from centers. The review determines if the planning assumptions have been violated. If the missions requirements and technology roadmaps are not acceptable, they will be returned to the Exploration Office to continue refinement and discussions with centers to resolve issues. If acceptable, processing continues.
4	Code MP	Develop, together with the Exploration Office, the planning documents and funding requirements. The Human Exploration Technology Goals & Requirements, and the Reference Mission Document are forwarded for review.
5	Code MP	The Human Exploration Technology Goals & Requirements, and the Reference Mission Document are reviewed by the Human/Robotics Exploration Team (H/RET). If not acceptable, refine document. If acceptable, processing continues.
6	Code MP	Develop/update advocacy briefing, using the Human Exploration Technology Goals & Requirements document. This briefing identifies the plans, recommended budgets, and

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priorities for the exploration technology plan, and is used to gain approval for the identified projects.

7 Code MP

Submit advocacy briefing for review by the AA OSF. The review and development of the advocacy briefing are iterative processes occurring until all guidance received is reflected in the plan. If, when reviewed, the plan presented in the briefing needs revision based on additional guidance, the plan is updated and reviewed again. If, when reviewed, the plan presented in the briefing reflects all guidance, processing continues.

8 Code MP

Support the preparation of the summary presentation to HEDS Management Board, with the primary purpose being to obtain approval of the proposed Human Exploration Technology Goals & Requirements.

7.0 RECORDS

RECORD IDENTIFICATION	OWNER	LOCATION	RECORD MEDIA: ELECTRONIC OR HARD COPY	SCHEDULE NUMBER AND ITEM NUMBER	RETENTION/DISPOSITION
Planning Assumptions	MP	MP	Hardcopy	Schedule 8 Item 13	Permanent. Retire to FRC on completion or abandonment of study
Reference Mission Document & Appendices	MP	MP	Hardcopy	Schedule 8 Item 13	Permanent. Retire to FRC on completion or abandonment of study
Human Exploration Technology Goals & Requirements Document	MP	MP	Hardcopy	Schedule 8 Item 13	Permanent. Retire to FRC on completion or abandonment of study
Mission Concepts, Technology, Roadmaps	MP	MP	Hardcopy	Schedule 8 Item 13	Permanent. Retire to FRC on completion or abandonment of study